

MINUTES
MONTANA HISTORICAL SOCIETY
BOARD OF TRUSTEES MEETING
September 20, 2012
1:30 p.m. MHS Auditorium
Helena, Montana

Montana Historical Society Board of Trustees members present: Steve Lozar, Crystal Wong Shors, Lee Rostad, Shirley Groff, John Lepley, Janene Caywood, Jim Murry, Sharon Lincoln, Jim Court, Kent Kleinkopf and Jim Utterback

MHS Board of Trustee members excused were: Tom Nygard, Ed Smith, Bob Brown and B. Leslie Halligan

Staff present: MHS Director Bruce Whittenberg; MHS Administrative Assistant, Renee Podell; MHS Development Officer, Susan Near; MHS Public Relations Manager, Tom Cook; MHS Membership Coordinator Rebecca Baumann, Research Center Program Manager, Molly Kruckenberg; MHS Museum Senior Curator of Collections, Jennifer Bottomly-O'looney; MHS State Historic Preservation Program Manager, Mark Baumler; MHS Centralized Services Program Administrator, Denise King.

Guests present: No guests were present

CALL TO ORDER

President Steve Lozar called the meeting to order at 1:30 p.m.

REVIEW OF MINUTES

Jim Murry moved approval of the July 19, 2012 meeting minutes and the motion was seconded by Sharon Lincoln. The motion carried unanimously.

APPROVAL OF THE AGENDA

Sharon Lincoln moved approval of the agenda as presented. Janene Caywood seconded the motion and it carried unanimously.

PRESIDENT'S REPORT-Steve Lozar

President Lozar thanked Jim Utterback for being the catalyst for a large donation that came in from the American Federal Bank for the new Heritage Center. Steve reminded Board members of the importance of being ambassadors for the MHS. He invited members to spend time with the programs in order to see the work that is being done here at the MHS. President Lozar thanked Jim Murry for being an excellent mentor.

DIRECTOR'S REPORT-Bruce Whittenberg

Bruce welcomed the Board members to Helena and encouraged them to attend the History Conference in all or part. He presented the highlights of the building campaign noting the highest priorities and commented that he would hold a strategic planning retreat in the middle of 2013, possibly around the month of April, to plan the future of the new Heritage Center.

Bruce announced that Vic Reiman was selected as the Historical Society's recipient for the Governor's Award of Excellence in Service for the year 2012.

MHS received an award of merit by the American State and Local History Association. Presentation of the award will be made in Salt Lake City in October.

Bruce reported that the attendance at the Western Rendezvous of Art this year was excellent. Overall sales were slightly down. The actual numbers from the event will be coming soon. WRA is a long standing fundraiser for the MHS. Due to the slow economy a business decision will be made in the next few months regarding the future of the WRA. Bruce thanked the co-chairs, Susan Near, Jennifer Bottomly-O'Looney and Dennis King for making this such a wonderful event.

MHS was able to upgrade its network to Windows 7 and to replace a number of desktops this year. He thanked Chris Carson and Denise King for heading this effort.

Bruce announced that the budget was submitted and that a request was made for a full time Security Officer.

The Marketing team is working on a fresh new look for the campaign. The theme chosen is "History Worth Celebrating".

The Montana Heritage Tour, a six episode T.V. series is underway. The topic is "Montana's Small Rural Museums". Bruce stated that the Craney studio equipment is being used for the filming and production of this series.

The Security Action Plan is currently being implemented from the security audit that was done earlier this year.

Bruce stated that Phase I and II has started for the new Heritage Center. Work proceeds on honing our skills as development people in order to move this project along. Contacts are being made throughout the state to gather a Corps of Advisors. In June, the name of Montana Heritage Center Capital Campaign was registered with the Secretary of State's Office. A leadership team will be chosen in Phase III. Bruce also reported that he and Denise King are working on a lobbying plan to prepare for the Legislature. He asked Board members to contact Legislative candidates and schedule visits to discuss the MHS. He suggested they get Legislators' thoughts on infrastructure of the new Heritage Center.

Marketing and Development – Susan Near

Susan Near presented handouts (made a permanent part of the record) and explained how the materials could be helpful to Board members in speaking to contacts about friend raising and fundraising.

Bruce explained that the handouts presented by Susan consist of background information for the Board members. He encouraged members to craft their own message when speaking to contacts about the new Heritage Center. Bruce asked for help in getting possible donor contacts for the Tom Mulvaney Post Card Collection noting that the collection funding needs to be completed by the end of the year.

Bruce announced that it's not too early for Board members to start thinking about contacting Legislators and candidates. He suggested inviting them to visit the MHS and encouraged their support of the new Heritage Center. Bruce asked Board members to let him know when they speak to Legislators so he can keep track of those that support the capital project. Ultimately we will need to spend time with those who are on the fence.

Susan reported that an open house will be held November 15th for Legislators and their spouses. More information will be sent out as that time approaches.

MHS does not have a Government Affairs Committee. Bruce suggested that the Executive Committee help him work through the Legislative issues. He asked that an Executive Committee meeting be scheduled for November 15th members participate in the MHS Open House scheduled in the evening.

PROGRAM MANAGERS REPORTS

MUSEUM PROGRAM-Jennifer Bottomly-O'Looney

Jennifer presented a brochure and exhibit schedule (made a permanent part of the record). She encouraged attendance at the Charlie Russell Museum for show titled *Romance Maker*. Many of the watercolors in the show are on loan from MHS.

RESEARCH CENTER-Motion-Molly Kruckenberg

Molly showed vintage photos from the Robert C. Morrison collection.

Molly presented the **September, 2012 Deaccession List**.

MOTION: Jim Utterback moved approval of the September, 2012 Deaccession List. Jim Murry seconded the motion and it carried unanimously.

STATE HISTORIC PRESERVATION OFFICE-Mark Baumler

Mark handed out a booklet titled *Montana's Shared Heritage (August, 2012)*, first biennial report on the status, condition, and stewardship of Montana's State-owned Heritage Properties (handout made a permanent part of the record). Mark noted that there are 437 state owned buildings of significant historic value.

PUBLICATIONS-Molly Holz

Molly discussed social media endeavors. She announced that the upcoming fall magazine will be out soon.

CENTRAL SERVICES-Denise King

Denise presented the financial schedules for FY 2012 through June 30, 2012 (handout made a permanent part of the record).

Denise announced that MHS will host the Legislators and their spouses on November 14, 15 and 16. She invited the Board members to attend the reception scheduled for November 15 from 4:30p.m. – 6:30 p.m.

UNFINISHED BUSINESS

Bruce Whittenberg explained that over the last few years the October Board Meeting has been held in conjunction with the September History Conference. He suggested that the Board consider returning to the original schedule for their fall Board meeting in the month of October.

MOTION: Jim Murry moved to follow Director Whittenberg's suggestion to keep the Board meeting scheduled for the month of October in the month of October on the third Thursday of the month. Shirley Groff seconded the motion and it carried unanimously.

Bruce Whittenberg also suggested that the BOT Executive Committee attend the November 15th Legislative Open House being held at the MHS.

MOTION: Jim Murry moved that the Executive Committee attend the Legislative Open House scheduled for November 15, 2012. Sharon Lincoln seconded the motion and it carried unanimously.

NEW BUSINESS

Crystal Wong Shors announced that the prototype for the Director's evaluation form has been agreed upon. The form will be the same one used for the MHS Program Managers. It was the consensus of the Board members to discuss the Director's evaluation in a conference call.

President Lozar complimented MHS Library Manager, Brian Shovers for his dedication and hard work at the Historical Society.

PUBLIC COMMENT

None

NEXT MEETING-January 24, 2013

Executive Committee – 8:00 a.m.

Board Meeting – 9:00 a.m.

ADJOURNMENT

3:55 p.m.